



Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2018-20[21]² between programme countries

[Minimum requirements]³

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF LODZ Faculty of Economics and Sociology	PL LODZ01	Institutional Erasmus Coordinator: Prof. Eleonora Bielawska-Batorowicz ebator@uni.lodz.pl Faculty's Exchange Programmes Coordinator Tomasz Schabek, Ph.D. +48426354814 tschabek@uni.lodz.pl erasmues@uni.lodz.pl Administrative contact:	http://iso.uni.lodz.pl/erasmus/programmes/ http://iso.uni.lodz.pl/erasmus/ http://www.eksoc.uni.lodz.pl/en

¹ Inter-institutional agreements can be signed by two or more higher education institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		International Relations Office Poland, Lodz, 90-136 68 Narutowicza Str. email: bwz@uni.lodz.pl (agreements and outgoing students) iso@uni.lodz.pl (incoming students) Tel: + 48 42 635 4037 Fax: + 48 42 635 4789	
Kocaeli University Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator	TR KOCAELI02	Kocaeli Üniversitesi Umuttepe Yerleşkesi Sosyal Tesisler No:30 41380, İzmit/Kocaeli/TÜRKİYE Tel: +902623033862 E-mail: dogan.yuksel@kocaeli.edu.tr	http://int.kocaeli.edu.tr/int/
Assoc. Prof. Dr. Gülten Dursun Department of Economics Erasmus Coordinator		Kocaeli Üniversitesi Umuttepe Yerleşkesi, İİBF, İktisat Bölümü 41380, İzmit/Kocaeli/TÜRKİYE Tel: +902623031566 E-mail: dgulten@kocaeli.edu.tr gultendursun@hotmail.com	http://iktisat.kocaeli.edu.tr/en/index.php https://ects.kocaeli.edu.tr

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.7

A.Information about higher education institutions

B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] 6	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR KOCAELIO2	PL LODZ01	0311	Economics	1 st x 2 2 nd x 2	2 x 5=10 2 x 5=10	2 x 5=10
PL LODZ01	TR KOCAELIO2	0311	Economics	1 st x 2 2 nd x 2	2 x 5=10 2 x 5=10	2 x 5=10
		0314	Sociology and cultural studies	1 st x 2 2 nd x 2	2 x 5=10 2 x 5=10	2 x 5=10
		0412	Finance, banking and insurance	1 st x 2 2 nd x 2	2 x 5=10 2 x 5=10	2 x 5=10

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

⁶ 1st: undergraduate , 2nd: master or 3rd: PhD

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
TR KOCAELI02	PL LODZ01	0311	Economics	1x5 days	1x5 days
PL LODZ01	TR KOCAELI02	0311 / 0314 / 0310 / 0412 / 0411	Economics/ Sociology and cultural studies / Social and behavioural sciences, not further defined / Finance, banking and insurance / Accounting and taxation	1x5 days	1x5 days

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁷	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KOCAELI02		English	Turkish	B1	B2
PL LODZ01		ENGLISH	ENGLISH	B1 ENGLISH	B2 ENGLISH

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁷ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR KOCAELI02	JULY	DECEMBER
PL LODZ01	30 th June	15 th December

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

Termination of the agreement: In whichever case, either party can terminate the Agreement by Informing the other party expressly in writing with at least one year's notice. *This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. Students selected prior the date of notification must be admitted by the receiving institution.* Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

Kocaeli University grading system

At Kocaeli University, one full academic year includes two terms with an ECTS credit of 30 for each. Each course is graded in numbers from 0,00 to 4,00 and these grades are equivalent in ECTS grade and level as follows: 0,00-0,50: Fail (F), 0,50-1,50: Conditional Pass (FX), 1,50-2,00: Sufficient (E), 2,00-2,50: Satisfactory (D), 2,50-3,00: Good (C), 3,00-3,50: Very Good (B), 3,50-4,00: Excellent (A)

The ECTS Credits and Grade Transformation Chart for incoming undergraduate/master's/doctorate students is available at the relevant tab of the following link: <http://ogr.kocaeli.edu.tr/KOUBS/akts/index.cfm?Dilid=1>

Grading system of the University of Lodz (PL LODZ01):

<http://iso.uni.lodz.pl/erasmus/ects-system/>

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 38 43-44 Email: inerasmus@kocaeli.edu.tr	http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence
PL LODZ01	iso@uni.lodz.pl + 48 42 635 47 90	http://iso.uni.lodz.pl/study-in-english/visa/

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 38 43-44 Email: inerasmus@kocaeli.edu.tr	http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Resider
PL LODZ01	iso@uni.lodz.pl + 48 42 635 47 90	http://iso.uni.lodz.pl/study-in-english/insurance/


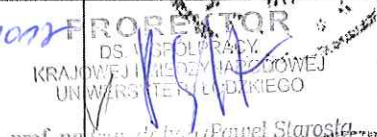
4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 38 43-44 Email: inerasmus@kocaeli.edu.tr	Hotels : http://int.kocaeli.edu.tr/int/?Hotels=Yes Dorms : http://int.kocaeli.edu.tr/int/?Dorms=Yes Share an Apartment : http://int.kocaeli.edu.tr/int/?Accommodation=Yes
PL LODZ01	iso@uni.lodz.pl + 48 42 635 47 90	http://iso.uni.lodz.pl/erasmus/before-arrival/ http://iso.uni.lodz.pl/study-in-english/accommodat

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
TR KOCAELI02	Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator	20/08/17	
PL LODZ01	Prof. Paweł Starosta, Pro-rector for Domestic and International Cooperation	18 08 2017	 prof. nauk dr hab. Paweł Starosta



⁸ Scanned signatures are accepted

